

**Minutes of the City of Frederick
Mayor and Board of Aldermen Regular Meeting**

June 17, 2021
7:00 p.m.
Virtual Meeting

- I. Mayor Michael O'Connor presided. Participating were Aldermen Kelly Russell, Derek Shackelford, and Roger Wilson, and Alderwoman Donna Kuzemchak. Also participating were City Attorney Sandra Nickols and Legislative Clerk Phyllis Hane. Alderman Ben MacShane joined the meeting at 7:13 p.m.
- II. Mayor O'Connor led the Pledge of Allegiance.
- III. There was no invocation.
- IV. There were no presentations.
- V. The minutes of the May 20, 2021 Regular Public Meeting and May 20, 2021 Closed Session were previously distributed. On a motion made by Alderman Russell and seconded by Alderman Wilson the Board voted 4-0, with Alderman MacShane not present, to approve the minutes of the May 20, 2021 Regular Public Meeting. On a motion made by Alderman Shackelford and seconded by Alderman Russell the Board voted 3-0, with Alderwoman Kuzemchak and Alderman MacShane not present, to approve the minutes of the May 20, 2021 Closed Session.
- VI. There were no closed meetings to report.
- VII. Mayor O'Connor noted the following day would be a holiday in the City of Frederick to commemorate Juneteenth, the day slavery ended for all. He encouraged those listening to take time to learn more about the history of the day.
- VIII. During Aldermanic comments, Alderman Shackelford noted the passing of David Key, Jim Phelan, and Coach Al Pansa. He went on to note that while he was pleased to see Congress declare Juneteenth a national holiday, it is nevertheless important to stay vigilant regarding issues such as voting rights.

Alderwoman Kuzemchak thanked the Mayor for being one of the first to acknowledge Juneteenth and announced a celebration had been planned for Saturday in Mullinix Park. She also expressed condolences to the family of David Key.

Alderman Wilson echoed his colleagues concerning the loss of Mr. Key, stating he will miss him personally and the community will miss him as well. He stated it is important for others to pick up the baton and follow in his footsteps.

Alderman Russell noted the importance of treasuring those around us while they're still here.

- IX. There were no public comments.

X. Consent Agenda

A. Release of Sureties

On a motion made by Alderman Russell and seconded by Alderwoman Kuzemchak the Board approved 5-0 consent agenda item A.1:

1. Release of RLI Insurance Company Bond #CMS-0283393 in the amount of \$14,272.08 posted by Nicodemus Farm, LLC to guarantee sewer to the site of the Nicodemus Property, Phase 3, 651 East Church Street, further described in PWA dated 05/01/2015

B. Resolution

On a motion made by Alderman Shackelford and seconded by Alderman Russell the Board approved 5-0 consent agenda item B.1:

1. Resolution 21-07 to designate a resident agent for The City of Frederick

C. Finance

On a motion made by Alderman Wilson and seconded by Alderwoman Kuzemchak the Board approved 5-0 consent agenda items C.1 and C.2:

1. Interdepartmental budget transfers to adjust the FY 2021 operating budget to address departments that may exceed their budget in FY 2021
2. Write off of accounts that have been deemed uncollectible

D. Lease Amendment

On a motion made by Alderman Russell and seconded by Alderman Shackelford the Board approved 5-0 consent agenda item D.1:

1. First Amendment to Lease by and between The City of Frederick and the Federal Aviation Administration to extend the term for six months to permit ongoing negotiations for a new lease.

XI. Public Hearing

1. On a motion made by Alderman MacShane and seconded by Alderwoman Kuzemchak the Board approved 5-0 a Memorandum of Understanding with Mental Health Association concerning the Child Care Incentive Program. There were no public comments.
2. On a motion made by Alderman Russell and seconded by Alderwoman Kuzemchak the Board approved 5-0 a Lease Agreement with Milestone Communications, Inc. for the construction of a new cell tower located at 6129 Butterfly Lane. Public comments were received.

3. On a motion made by Alderwoman Kuzemchak and seconded by Alderman Wilson the Board approved 5-0 a First Amendment to the Agreement of Purchase and Sale with Patriot Technologies, Inc. Additional information was provided by Bruce Dean on behalf of the purchaser, Patriot Technologies, Inc. There were no public comments.
4. On a motion made by Alderwoman Kuzemchak and seconded by Alderman MacShane the Board approved 5-0 a change order with Mid-Atlantic Utilities, Inc. for RFP 15-D Monocacy Water Treatment Plant Upgrade and the addition of a new line item to purchase order 15-003964 in the amount of \$2,523,124 for the construction of a liquid coagulant facility. There were no public comments.
5. On a motion made by Alderwoman Kuzemchak and seconded by Alderman Wilson the Board approved 5-0 a Service and Equipment Lease Agreement with Frederick County Board of Elections. There were no public comments.
6. On a motion made by Alderwoman Kuzemchak and seconded by Alderman MacShane the Board approved 5-0 Resolution 21-08 concerning the 2021 municipal election precinct boundaries, voting location, and early voting dates. There were no public comments.
7. On a motion made by Alderman MacShane and seconded by Alderman Russell the Board approved 5-0 an Agreement with NPC, Inc. in the not-to-exceed amount of \$86,656 for printing and mailing of ballots for the 2021 municipal election (RFP 21-P). Additional information was provided by Stuart Harvey, Frederick County Elections Director. There were no public comments.
8. On a motion made by Alderwoman Kuzemchak and seconded by Alderman Wilson the Board approved 5-0 the purchase of three police-capable vehicles with end of year budget savings in the not-to-exceed amount of \$140,000. There were no public comments.
9. On a motion made by Alderwoman Kuzemchak and seconded by Alderman Russell the Board approved 5-0 a Deed of Perpetual Easement with Renn Family Investment, LLC. There were no public comments.

XII. On a motion made by Alderman Shackelford and seconded by Alderwoman Kuzemchak the Board approved 5-0 the appointment of Cortney Krauss to the Education Commission for a three-year term of June 18, 2021 to June 17, 2024.

XIII. During Aldermanic comments and new business, Alderwoman Kuzemchak wished a happy anniversary to Aldermen Shackelford and his wife, Charlotte.

Alderman Shackelford also announced his fifteenth wedding anniversary.

XIV. Mayor O'Connor stated he would be meeting with senior staff to further plan reopening of the City following the Governor's announcement that the state of emergency would be lifted in the state on July 1. He announced the Board would begin meeting in person next month, with the public on site beginning in September. The Mayor encouraged anyone not already vaccinated to get a vaccine.

XV. There were no committee reports.

XVI. There were no director reports.

XVII. There were no additional public comments.

There being no further official business, the meeting was adjourned at 8:19 p.m.

Respectfully submitted,

Phyllis Hane
Legislative Clerk